

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM REQUIREMENTS

↖ Make Good Faith Efforts to Attract and Utilize Small Business Enterprises (SBEs), Minority Business Enterprises (MBEs), and Women Business Enterprises (WBEs) in ALL Procurement (Purchase of Supplies, Equipment, or Services) Accomplished with EPA Funding.

- ▶ Include Qualified SBEs/MBEs/WBEs on Solicitation Lists
- ▶ Actively Solicit SBEs/MBEs/WBEs
- ▶ Divide Procurements into Small Tasks Which Allow SBE/MBE/WBE Participation
- ▶ Provide Delivery Schedules Which Allow SBE/MBE/WBE Participation
- ▶ Utilize the Small Business Administration and the Minority Business Development Agency and other resources (see reverse side of this sheet) to identify potential procurement sources.
- ▶ Require Prime Contractors and Subgrantees to Follow These Same Good Faith Efforts (and Report Utilization Achieved to the EPA Grantee).

↖ Negotiate Fair Share Objectives (if applicable)

↖ Report on Actual Utilization Achieved for MBEs and WBEs on EPA Form 5700-52A (Reporting for SBEs is not required) - Refer to the Terms and Conditions in your Assistance Agreement for frequency of reporting.

Regulatory References: 40 CFR 31.36(e) for States, Locals, and Tribes
40 CFR 30.44(b) for Non-Profits and Educational Institutions